U.S. DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NATIONAL MARINE FISHERIES SERVICE
Pacific Islands Fisheries Science Center
2570 Dole St. · Honolulu, Hawaii 96822-2396
(808) 983-5300 · Fax: (808) 983-2902

Project Instructions

Date Submitted: August 2, 2013

Platform: NOAA Ship *Oscar Elton Sette*

Project Number: SE-13-08

Project Title: Monk Seal Camp Recovery

Project Dates: **11 September - 30 September 2013**

Prepared by: _____ Dated: 8/7/2013
Jessica Lopez
Chief Scientist
Protected Species Division
Pacific Islands Fisheries Science Center

Approved by: _____ Dated: 8/15/2013
Samuel G. Pooley, Ph.D.
Science Director
Pacific Islands Fisheries Science Center

Approved by: _____ Dated: 8/23/2013
Commander Robert A. Kamphaus, NOAA
Commanding Officer
Marine Operations Center - Pacific Islands

I. Overview

A. Brief Summary and Project Period

The NOAA Ship *Oscar Elton Sette* will be engaged as support for a Pacific Islands Fisheries Science Center (PIFSC), National Marine Fisheries Service (NMFS), NOAA, project from September 11 to 30, 2013 for a total of 20 sea days in the Papahānaumokuākea Marine National Monument (PMNM). Project schedule is based on speeds of 10 knots westbound and 9 knots eastbound.

B. Service Level Agreements

Of the 20 DAS scheduled for this project, 0 DAS are funded by the program and 20 DAS are funded by OMAO. This project is estimated to exhibit a high Operational Tempo.

C. Operating Area (See Appendix 1)

The operating area includes transit northwest along the main Hawaiian Islands and Papahanaumokuakea Marine National Monument from Ford Island, Pearl Harbor, to Kure with Hawaiian monk seal surveys and/or camp deployment or recovery at Nihoa Island, Necker Island, French Frigate Shoals, Laysan Island, Lisianski Island, Pearl and Hermes Reef, Midway Atoll, and Kure Atoll.

D. Summary of Objectives

The primary objectives for SE 13-08 are as follows:

1. Demobilize Hawaiian monk seal research program field camps at three sites. This includes recovering personnel, equipment, and supplies from field camps at French Frigate Shoals (FFS), Laysan Island, and, Pearl and Hermes Reef (PHR).
2. Translocate juvenile Hawaiian monk seals from French Frigate Shoals to Laysan Island..
3. Deploy and recover a short term NMFS monk seal field camp at Lisianski Island.
4. Deploy monk seal personnel for day surveys of Necker Island, Nihoa Island, Midway Atoll, and Kure Atoll.
5. Transfer personnel supplies at camps at Laysan Island for the U.S. Fish and Wildlife Service (USFWS) and to Kure Atoll for the State of Hawaii Department of Land and Natural Resources (DLNR), Department of Fish and Wildlife (DOFAW).
6. While transiting between islands, the project will conduct conductivity-temperature- depth (CTD) casts opportunistically.

E. Participating Institutions

Hawaiian Monk Seal Research Program of the Protected Species Division of the NOAA Pacific Islands Fisheries Science Center (HMSRP/PSD/PIFSC); Joint Institute for Marine and Atmospheric Research (JIMAR); State of Hawaii Department of Land and Natural Resources (DLNR), Department of Fish and Wildlife (DOFAW); US Fish and Wildlife Service (USFWS); Skysail Films.

F. Personnel/Science Party: name, title, gender, affiliation, and nationality

Name (Last, First)	**Title**	**Date Aboard**	**Date Disembark**	**Gender**	**Affiliation**	**Nationality**
Lopez, Jessica	Field Research Supervisor/Chief Scientist	9/11/13	9/30/13	F	JIMAR	USA
Littnan, Charles	Supervisory Research Ecologist	9/11/13	9/30/13	M	NOAA	USA
Barbieri, Michelle	Veterinarian	9/11/13	9/30/13	F	NOAA	USA
Farry, Shawn	Biological Research Technician	9/13/13	9/19/13	M	JIMAR	USA
Cook, Benjamin	Biological Research Technician	9/13/13	9/19/13	M	JIMAR	USA
McAtee, Carrie	Biological Research Technician	9/27/13	9/30/13	F	JIMAR	USA
Kelly, Jeffrey	JIMAR Volunteer	9/27/13	9/30/13	M	JIMAR	USA
FFS TBD		9/11/13 9/27/13	9/13/13 9/30/13			USA
FFS TBD		9/11/13 9/27/13	9/13/13 9/30/13			USA
Eitelberg, Robin	Collaborator	9/11/13	9/30/13	F	Skysail Films	USA

Eitelberg, Andrew	Collaborator	9/11/13	9/30/13	M	Skysail Films	USA
Taylor, Whitney	Biological Research Technician	9/25/13	9/30/13	F	JIMAR	USA
Martin, Summer	JIMAR volunteer	9/25/13	9/30/13	F	JIMAR	USA
Tabata, Ryan	JIMAR volunteer	9/25/13	9/30/13	M	JIMAR	USA
Lisianski TBD		9/11/13 9/23/13	9/17/13 9/30/13			
Lisianski TBD		9/11/13 9/23/13	9/17/13 9/30/13			
Farrer, Jessica	Biological Research Technician	9/22/13	9/30/13	F	JIMAR	USA
Morioka, James	Biological Research Technician	9/22/13	9/30/13	M	JIMAR	USA
Schoebel, Florent	JIMAR volunteer	9/22/13	9/30/13	M	JIMAR	France
Andrea Kristof	USFWS biotech	9/16/13	9/19/13	F	USFWS	USA
Michelle Wilcox	USFWS biotech	9/16/13	9/19/13	F	USFWS	USA
Megan Dalton	USFWS biotech	9/16/13	9/19/13	F	USFWS	USA
Cynthia Vanderlip	Cooperating scientist	9/21/13	9/30/13	F	DLNR	USA
DLNR TBD	DLNR volunteer	9/11/13	9/20/13		DLNR	USA
DLNR TBD	DLNR volunteer	9/11/13	9/20/13		DLNR	USA
DLNR TBD	DLNR volunteer	9/11/13	9/20/13		DLNR	USA

G. Administrative

1. Points of Contacts:

Jessica Lopez, Chief Scientist
Field Research Supervisor, HMSRP, PSD
1897 Ranger Loop, Building 130
Honolulu, HI 96818
808-690-9642 (office), 808-226-1969 (cell)
Jessica.Lopez@noaa.gov

Operations Officer, Sette
1897 Ranger Loop, Building 184
Honolulu, HI 96818
ops.sette@noaa.gov

2. Diplomatic Clearances

This project involves Marine Scientific Research in waters under the jurisdiction of the United States. Diplomatic clearances are not applicable.

3. Licenses and Permits

This project will be conducted under the following permits: Scientific Research and Enhancement Permit No. 10137-07 issued per the Endangered Species Act and Marine Mammal Protection Act, by NMFS Office of Protected Resources to the PIFSC; Conservation and Management Permit PMNM-2013-001 and PMNM-2013-0914 issued by the Papahānaumokuākea Marine National Monument (PMNM) to the PMNM Co-Trustees (NOAA, USFWS, and the State of Hawaii); and Conservation and Management Permit PMNM-2012-008 issued by PMNM to Commanding Officer, R/V *Oscar Elton Sette*.

II. Operations

A. Project Itinerary

The following plans can be considered only a guide as to how the Chief Scientist expects the surveys to progress without being able to predict the weather, operational and scheduling problems, and equipment failures. In particular, it should be noted that the amount of time required at each of the working areas is approximate and may be altered, based on weather or the progress of the survey.

11 September **Pearl Harbor**: Embark Lopez, Littnan, Barbieri, R. Eitelberg, A. Eitelberg, 4 NMFS TBN and 3 DLNR TBN. Depart Ford Island, Pearl Harbor at 1000 en route to French Frigate Shoals.

12 September **Transit**.

13 September **French Frigate Shoals:** Arrive at French Frigate Shoals 0800. Offload equipment and supplies. Deploy seal team to begin assessment and translocation of juvenile seals. Disembark 2 TBN.

14 September **French Frigate Shoals:** Load up to six (6) juvenile seals for translcoation to Laysan Island. Embark Farry and Cook. Depart French Frigate Shoals 1600 en route to Laysan Island.

15 September **Transit.**

16 September **Laysan Island**: Arrive at Laysan Island 0800. Deploy SE-04 with seal team. Conduct release of translocated seals. Embark Kristof, Wilcox, Dalton. Depart 1700 en route to Lisianski Island.

17 September **Lisianski Island:** Arrive at Lisianski Island 0800. Offload equipment and supplies to establish short-term field camp. Disembark 3 NMFS TBN. Depart Lisianski Island 1600 en route to Midway.

18 September **Midway Atoll:** Arrive 1500. Conduct monk seal survey. 19 September

19 September **Midway Atoll:** Disembark Farry, Cook, Kristof, Wilcox, Dalton. Conduct monk seal survey. Depart 1800 en route to Kure Atoll.

20 September **Kure Atoll:** Arrive at Kure Atoll 0800. Offload DLNR supplies. Disembark 3 DLNR TBN. Deploy monk seal personnel to conduct survey. 1700 recover monk seal personnel.

21 September **Kure Atoll:** 0800 Deploy monk seal personnel to conduct survey. Embark Vanderlip. 1700 recover monk seal personnel and depart en route to Pearl and Hermes Reef.

22 September **Pearl and Hermes Reef:** Arrive at Pearl and Hermes Reef 0800. Embark Farrer, Morioka, and Schoebel. Load equipment and supplies including one 5-meter inflatable boat, and 5.5 meter rigid hull inflatable boat. 1700 Depart en route to Lisianski Island.

23 September **Lisianski Island:** Arrive at Lisianski Island 0800. Demobilize camp. Embark 3 TBN. 1700 Depart en route to Laysan Island.

24 September **Laysan Island:** Arrive at Laysan Island 0800. Demobilize camp. Embark Taylor, Martin, and Tabata. 1700 Depart en route to French Frigate Shoals.

25 September **Transit**

26 September **French Frigate Shoals:** Arrive at French Frigate Shoals 0800. Demobilize camp. Load supplies including 2 17-ft Boston Whalers. Embark McAtee, Kelly, and 2 TBN. 1700 Depart en route to Necker Island.

27 September **Necker Island:** Arrive 0800 at Necker Island. Launch SE-02 to conduct monk seal survey. 1600 Depart Necker en route to Nihoa Island.

28 September **Nihoa Island:** Arrive 0800 to Nihoa Island. Launch SE-02 to conduct monk seal survey. 1700 recover survey team.

29 September **Nihoa Island:** 0800 Launch SE-02 to conduct monk seal survey. 1300 Depart Nihoa en route to Pearl Harbor

30 September **Pearl Harbor.** Disembark Lopez, Littnan, Barbieri, R. Eitelberg, A. Eitelberg, McAtee, Kelly, Taylor, Martin, Tabata, Farrer, Schobel, Morioka, Vanderlip, 4 TBD, End of project.

B. Staging and Destaging

Staging Plan – On 9 September, 0800, begin loading all supplies and equipment including a 20-ft container, 400 gallons of fuel, 6 monk seal cages. On 10 September, continue loading supplies and equipment.

Destaging Plan - On 1 October, crane support will be needed to off-load 20-ft container, scientific gear, equipment including 4 small boats onto the pier. The Chief Scientist will coordinate in-port off-load operations with the *Oscar Elton Sette*'s Operations Officer.

C. Operations to be Conducted

The Chief Scientist has the authority to revise or alter the technical portion of the instructions as work progresses, provided that, after consultation with the Commanding Officer, it is ascertained that the proposed changes will not (1) jeopardize the safety of personnel or the ship, (2) exceed the overall time allotted for the project, (3) result in undue additional expenses, and (4) alter the general intent of the project instructions. In addition, the Chief Scientist must notify the Office of the Science Director of the Pacific Islands Fisheries Science Center at the earliest opportunity prior to making (1) deviations from the general project track or area of operations noted in the project instructions, (2) changes or additions of research operations to those specified in the project instructions, or (3) port calls not specifically identified in the project instructions.

SE will be utilized to demobilize field camps at French Frigate Shoals, Laysan Island, and Pearl and Hermes Reef. A temporary field camp will be established and demobilized during SE 13-08 at Lisianski Island. SE-02 and SE-04 will be used to transport equipment, supplies, and personnel while demobilizing camps. Boat deck and aft deck cranes will be used to remove heavy and large items from boats.

Up to six Juvenile Seals will be translocated from FFS to Laysan Island. SE-04 will be used to move juvenile seals to and from islands and the ship in stretcher nets. Once on board the ship, the seals will be held in cages on the aft deck. While seals are on deck, limited access will be allowed to maintain quarantine around seals. Seals will be monitored by scientists 24 hrs while on the ship.

Opportunistic monk seal population surveys will be conducted at Midway, Kure, Necker Island and Nihoa Island using SE-02 or SE-04.

Supplies and personnel will be transferred by SE 13-08 for FWS and DLNR to/from Laysan Island and Kure Atoll. See cargo manifest attachment for complete list of NMFS and partners' cargo.

A film crew, consisting of two personnel from Skysail Films will be on board the Sette during SE 13-08 to document activities of the scientists in order to make a film about Hawaiian monk seals.

Shipboard CTD casts will opportunistically be conducted to a depth of 500 m at the permanent CTD cast stations to examine oceanographic conditions and water quality.

D. Dive Plan

n/a

E. Applicable Restrictions

Conditions which preclude normal operations: Poor weather conditions, equipment failure, safety concerns, and/or unforeseen circumstances, may alter or prohibit operations as planned. At these times the Chief Scientist, Operational Lead, and Commanding Officer will determine the appropriate plan of action.

1. "Take" of Protected Species
    a. Under the Marine Mammal Protection Act and Endangered Species Act it is unlawful to take a protected species. The MMPA defines take as "harass, hunt, capture, kill or collect, or attempt to harass, hunt, capture, kill or collect." The ESA defines take as "to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect, or to attempt to engage in any such conduct." An incidental take is one that incidental to, but not the purpose of, otherwise lawful activities.
    b. In the event of an incidental take of a marine mammal or federally listed threatened or endangered species during the project, the chief scientist will report the incident to the PIFSC Director and Deputy Director IMMEDIATELY via IRIDIUM, INMARSAT, and email. Samples should not be collected from any incidentally taken marine mammals, sea turtles, or seabirds. Photos of the incidentally caught animal should be taken to properly identify the species, but the process of taking the photos must not contribute to the further injury of the animal. These photos are for the purposes of internal NMFS verification only, and must not be shared outside of PIFSC or the Office of Protected Resources (i.e., do not post the photos on the internet).

c. PIFSC has developed mitigation measures for our fisheries and ecosystem research projects to avoid take and comply with the Lecky, Murawski, and Merrick guidance. A copy of these documents is available at https://sites.google.com/a/noaa.gov/pifsc-science-operations/home/nepa-permits/protected-species-mitigation-measures and on the ship's bridge.

III. Equipment

A. Equipment and Capabilities provided by the ship (itemized)

Equipment: To successfully meet the project objectives, the scientific compliment aboard will need the ship to provide the items listed below. Prior to sailing, the ship's crew will inspect these items to ensure they are in proper working order for the project:

Aft and Boat Deck Cranes
J Frame
CTD Equipment
17-ft Northwind boat
18-ft Achilles inflatable boats
Handheld VHF radios for ship's small boats
Global Positioning System units for small boats
Storage of Unleaded Fuel
Scientific Computer System
Adequate fresh water for gear wash down and filling up to 100 6-gallon water jugs
Iridium phone
Field lunches for scientific personnel
Scientific freezer for storage of food, specimens, and equipment.

Capabilities: It is requested that the ship provide the following:

1. Permission for Scientists to set up gear the week of departure, as well as assistance from the ship's Deck Department in craning and staging large gear during loading.
2. An experienced survey technician is requested to conduct day and nighttime shipboard CTDs operations.
3. Small boat and coxswain support using SE-2 and SE-4 will be needed for transfer of personnel and equipment to islands.

B. Equipment and Capabilities provided by the scientists (itemized)

HMSRP equipment being recovered from field locations:
~1200 5-gal buckets
5 freezers
1 pallet plastic tables and cot boards

~ 25 pelican cases (various sizes)
2 rack tent poles
16 large pallet tubs field gear (4 ft by 4 ft)
25 36-liter nitrogen dewars
20 12-v deep cycle batteries (in pallet tubs)
5 Honda generators
Up to 20 empty 55-gallon drums previously used to stor gasoline
400 gallons non-ethanol gasoline
1 18-ft RHIB (PHR)
1 5-meter inflatable boat (PHR)
2 17-ft Boston Whaler boat (FFS)
6 seal holding cages

IV. Hazardous Materials

A. Policy and Compliance

The Chief Scientist is responsible for complying with FEC 07 Hazardous Materials and Hazardous Waste Management Requirements for Visiting Scientific Parties (or the OMAO procedure that supersedes it). By Federal regulations and NOAA Marine and Aviation Operations policy, the ship may not sail without a complete inventory of all hazardous materials by name and the anticipated quantity brought aboard, MSDS and appropriate neutralizing agents, buffers, or absorbents in amounts adequate to address spills of a size equal to the amount of chemical brought aboard, and a chemical hygiene plan. Documentation regarding those requirements will be provided by the Chief of Operations, Marine Operations Center, upon request.

Per FEC 07, the scientific party will include with their project instructions and provide to the CO of the respective ship 60 to 90 days before departure:

- A list of hazardous materials by name and anticipated quantity
- A list of neutralizing agents, buffers, and/or absorbents required for these hazardous materials, if they are spilled
- A chemical hygiene plan.

Upon embarkation and prior to loading hazardous materials aboard the vessel, the scientific party will provide to the CO or their designee:

- An inventory list showing actual amount of hazardous material brought aboard
- An MSDS for each material
- Confirmation that neutralizing agents and spill equipment were brought aboard

Upon departure from the ship, scientific parties will provide the CO or their designee an inventory of hazardous material indicating all materials have been used or removed from the vessel. The CO's designee will maintain a log to track scientific party hazardous materials. MSDS will be made available to the ship's complement, in compliance with Hazard Communication Laws.

Scientific parties are expected to manage and respond to spills of scientific hazardous materials. Overboard discharge of scientific chemicals is not permitted during projects aboard NOAA ships.

B. Radioactive Isotopes

The Chief Scientist is responsible for complying with OMAO 0701-10 Radioactive Material aboard NOAA Ships. Documentation regarding those requirements will be provided by the Chief of Operations, Marine Operations Center, upon request.

At least three months in advance of a domestic project and eight months in advance of a foreign project start date the shall submit required documentation to MOC-CO, including:

1. NOAA Form 57-07-02, Request to Use Radioactive Material aboard a NOAA Ship
2. Draft Project Instructions
3. Nuclear Regulatory Commission (NRC) Materials License (NRC Form 374) or a state license for each state the ship will operate in with RAM on board the ship.
4. Report of Proposed Activities in Non-Agreement States, Areas of Exclusive Federal Jurisdiction, or Offshore Waters (NRC Form 241), if only state license(s) are submitted).
5. MSDS
6. Experiment or usage protocols, including spill cleanup procedures.
   Scientific parties will follow responsibilities as outlined in the procedure, including requirements for storage and use, routine wipe tests, signage, and material disposal as outline in OMAO 0701-10.
   All radioisotope work will be conducted by NRC or State licensed investigators only, and copies of these licenses shall be provided per OMAO 0701-10 at least three months prior to the start date of domestic projects and eight months in advance of foreign project start dates.

C. Inventory (itemized)

Common Name	Concentration	Amount	Notes
PSD:			
Gasoline		500 gal	
Propane		16 cylinders	various sizes
Formaldehyde	37%	10 gallons	
Isopropyl Alcohol	91%	24 pints	
Liquid Nitrogen		850 liters	in 34 liter dewars
Betadine		6 gallons	
Clorox Bleach		6 gallons	
Accel disinfectant		6 gallons	
12 volt batteries		10	

V. Additional Projects

A. Supplementary ("Piggyback") Projects

The project will transfer personnel and supplies to Laysan Island for USFWS and supplies to Kure Atoll for DLNR. See appendix for cooperating agencies' cargo.

B. NOAA Fleet Ancillary Projects

VI. Disposition of Data and Reports

A. Data Responsibilities

B. Pre and Post Project Meeting

Prior to departure, the Chief Scientist will conduct a meeting of the scientific party to train them in sample collection and inform them of project objectives. Some vessel protocols, e.g., meals, watches, etiquette, etc. will be presented by the ship's Operations Officer.

Post-Project Meeting: Upon completion of the project, a meeting will normally be held at 0830 (unless prior alternate arrangements are made) and attended by the ship's officers, the Chief Scientist and members of the scientific party to review the project. Concerns regarding safety, efficiency, and suggestions for improvements for future projects should be discussed. Minutes of the post-project meeting will be distributed to all participants by email, and to the Commanding Officer and Chief of Operations, Marine Operations Center.

C. Ship Operation Evaluation Report

Within seven days of the completion of the project, a Ship Operation Evaluation form is to be completed by the Chief Scientist. The preferred method of transmittal of this form is via email to omao.customer.satisfaction@noaa.gov. If email is not an option, a hard copy may be forwarded to:

Director, NOAA Marine and Aviation Operations
NOAA Office of Marine and Aviation Operations
8403 Colesville Road, Suite 500
Silver Spring, MD 20910

VII. Miscellaneous

A. Meals and Berthing

The ship will provide meals for the scientists listed above. Meals will be served 3 times daily beginning one hour before scheduled departure, extending throughout the project, and ending two hours after the termination of the project. Special dietary requirements for scientific participants will be made available to the ship's command at least seven days prior to the survey.

Berthing requirements, including number and gender of the scientific party, will be provided to the ship by the Chief Scientist. The Chief Scientist and Commanding Officer will work together on a detailed berthing plan to accommodate the gender mix of the scientific party taking into consideration the current make-up of the ship's complement. The Chief Scientist is responsible for ensuring the scientific berthing spaces are left in the condition in which they were received; for stripping bedding and linen return; and for the return of any room keys which were issued. The Chief Scientist is also responsible for the cleanliness of the laboratory spaces and the storage areas utilized by the scientific party, both during the project and at its conclusion prior to departing the ship.

All NOAA scientists will have proper travel orders when assigned to any NOAA ship. The Chief Scientist will ensure that all non NOAA or non Federal scientists aboard also have proper orders. It is the responsibility of the Chief Scientist to ensure that the entire scientific party has a mechanism in place to provide lodging and food and to be reimbursed for these costs in the event that the ship becomes uninhabitable and/or the galley is closed during any part of the scheduled project.

All persons boarding NOAA vessels give implied consent to comply with all safety and security policies and regulations which are administered by the Commanding Officer. All spaces and equipment on the vessel are subject to inspection or search at any time. All personnel must comply with OMAO's Drug and Alcohol Policy dated May 7, 1999 which forbids the possession and/or use of illegal drugs and alcohol aboard NOAA Vessels.

B. Medical Forms and Emergency Contacts

The NOAA Health Services Questionnaire (NHSQ, Revised: 02 JAN 2012) must be completed in advance by each participating scientist. The NHSQ can be obtained from the Chief Scientist or the NOAA website http://www.corporateservices.noaa.gov/~noaaforms/eforms/nf57-10-01.pdf. The completed form should be sent to the Regional Director of Health Services at Marine Operations Center. The participant can mail, fax, or scan the form into an email using the contact information below. The NHSQ should reach the Health Services Office no later than 4 weeks prior to the project to allow time for the participant to obtain and submit additional information that health services might require before clearance to sail can be granted. Please contact MOC Health Services with any questions regarding eligibility or completion of the NHSQ. Be sure to include proof of tuberculosis (TB) testing, sign and date the form, and indicate the ship or ships the participant will be sailing on. The participant will receive an email notice when medically cleared to sail if a legible email address is provided on the NHSQ.

Contact information:

Regional Director of Health Services
Marine Operations Center – Pacific
2002 SE Marine Science Dr.
Newport, OR 97365
Telephone 541-867-8822
Fax 541-867-8856
Email MOP.Health-Services@noaa.gov

Prior to departure, the Chief Scientist must provide an electronic listing of emergency contacts to the Executive Officer for all members of the scientific party, with the

following information: contact name, address, relationship to member, and telephone number.

C. Shipboard Safety

Wearing open-toed footwear or shoes that do not completely enclose the foot (such as sandals or clogs) outside of private berthing areas is not permitted. Steel-toed shoes are required to participate in any work dealing with suspended loads, including CTD deployments and recovery. The ship does not provide steel-toed boots. Hard hats are also required when working with suspended loads. Work vests are required when working near open railings and during small boat launch and recovery operations. Hard hats and work vests will be provided by the ship when required.

D. Communications

A progress report on operations prepared by the Chief Scientist may be relayed to the program office. Sometimes it is necessary for the Chief Scientist to communicate with another vessel, aircraft, or shore facility. Through various means of communications, the ship can usually accommodate the Chief Scientist. Special radio voice communications requirements should be listed in the project instructions. The ship's primary means of communication with the Marine Operations Center is via e-mail and the Very Small Aperture Terminal (VSAT) link. Standard VSAT bandwidth at 128kbs is shared by all vessels staff and the science team at no charge. Increased bandwidth in 30 day increments is available on the VSAT systems at increased cost to the scientific party. If increased bandwidth is being considered, program accounting is required it must be arranged at least 30 days in advance.

E. IT Security

Any computer that will be hooked into the ship's network must comply with the *NMAO Fleet IT Security Policy* 1.1 (November 4, 2005) prior to establishing a direct connection to the NOAA WAN. Requirements include, but are not limited to:

1. Installation of the latest virus definition (.DAT) file on all systems and performance of a virus scan on each system.
2. Installation of the latest critical operating system security patches.
3. No external public Internet Service Provider (ISP) connections.

Completion of these requirements prior to boarding the ship is required. Non-NOAA personnel using the ship's computers or connecting their own computers to the ship's network must complete NOAA's IT Security Awareness Course within 3 days of embarking.

F. Foreign National Guests Access to OMAO Facilities and Platforms

All foreign national access to the vessel shall be in accordance with NAO 207-12 and RADM De Bow's March 16, 2006 memo (http://deemedexports.noaa.gov). National

Marine Fisheries Service personnel will use the Foreign National Registration System (FRNS) to submit requests for access to NOAA facilities and ships. The Departmental Sponsor/NOAA (DSN) is responsible for obtaining clearances and export licenses and for providing escorts required by the NAO. DSNs should consult with their designated NMFS Deemed Exports point of contact to assist with the process.

The following are basic requirements. Full compliance with NAO 207-12 is required. Responsibilities of the Chief Scientist:

1. Provide the Commanding Officer with the e-mail generated by the FRNS granting approval for the foreign national guest's visit. This e-mail will identify the guest's DSN and will serve as evidence that the requirements of NAO 207-12 have been complied with.
2. Escorts – The Chief Scientist is responsible to provide escorts to comply with NAO 207-12 Section 5.10, or as required by the vessel's DOC/OSY Regional Security Officer.
3. Ensure all non-foreign national members of the scientific party receive the briefing on Espionage Indicators (NAO 207-12 Appendix A) at least annually or as required by the servicing Regional Security Officer.
4. Export Control - Ensure that approved controls are in place for any technologies that are subject to Export Administration Regulations (EAR).

The Commanding Officer and the Chief Scientist will work together to implement any access controls necessary to ensure no unlicensed export occurs of any controlled technology onboard regardless of ownership.

Responsibilities of the Commanding Officer:

1. Ensure only those foreign nationals with DOC/OSY clearance are granted access.
2. Deny access to OMAO platforms and facilities by foreign nationals from countries controlled for anti-terrorism (AT) reasons and individuals from Cuba or Iran without written NMAO approval and compliance with export and sanction regulations.
3. Ensure foreign national access is permitted only if unlicensed deemed export is not likely to occur.
4. Ensure receipt from the Chief Scientist or the DSN of the FRNS e-mail granting approval for the foreign national guest's visit.
5. Ensure Foreign Port Officials, e.g., Pilots, immigration officials, receive escorted access in accordance with maritime custom to facilitate the vessel's visit to foreign ports.
6. Export Control - 8 weeks in advance of the project, provide the Chief Scientist with a current inventory of OMAO controlled technology onboard the vessel and a copy of the vessel Technology Access Control Plan (TACP). Also notify the

Chief Scientist of any OMAO-sponsored foreign nationals that will be onboard while program equipment is aboard so that the Chief Scientist can take steps to prevent unlicensed export of Program controlled technology. The Commanding Officer and the Chief Scientist will work together to implement any access controls necessary to ensure no unlicensed export occurs of any controlled technology onboard regardless of ownership.

7. Ensure all OMAO personnel onboard receive the briefing on Espionage Indicators (NAO 207-12 Appendix A) at least annually or as required by the servicing Regional Security Officer.

Responsibilities of the Foreign National Sponsor:

1. Export Control - The foreign national's sponsor is responsible for obtaining any required export licenses and complying with any conditions of those licenses prior to the foreign national being provided access to the controlled technology onboard regardless of the technology's ownership.
2. The DSN of the foreign national shall assign an on-board Program individual, who will be responsible for the foreign national while on board. The identified individual must be a U.S. citizen, NOAA (or DOC) employee. According to DOC/OSY, this requirement cannot be altered.
3. Ensure completion and submission of Appendix C (Certification of Conditions and Responsibilities for a Foreign National

Appendices

1. Figures, maps, tables, images, etc.

Appendix 1: Operating Area for SE-13-05